

Online tools available on WebWeaver[®]

Communication



Mail service

The mail service allows platform members to receive, send and manage e-mails. The private inbox (with anti-spam and anti-virus protection) is available to all members, to the institution, for groups and learning groups. POP3 and IMAP are supported. The mail service can be reduced to an internal messaging service.



Adress book

The address book allows to store personal information about contacts alongside with saving the e-mail addresses. Available to all members, to the institution, groups and learning groups.



Messenger

The messenger is a contact list of user names and platform members which a member can compile himself. The names can be entered individually or copied from the Institution areas and the Community.



Member list

The member list is a fixed list in which all registered teachers and students in an institution, in a class, course or group are automatically listed.



Forum

The forum offers space for questions, statements and discussions. Files can be uploaded to forum contributions.



Polls

The polls can be used to coordinate appointments, to create votes or surveys. The feature is available in the Institution area and in all groups and classes.



Chat

The chat allows to communicate in real-time with other members of the institutions, the groups or classes. A whiteboard is included.



Boards

Boards can be used as virtual notice boards to post messages to colleagues or other learners (teacher boards, learner boards).



Mailing lists

This feature allows creating and editing of mailing lists. There are newsletters, moderated lists or open lists where any subscriber can post. Members of the mailing list don't have to be platform members.

Organisation



File storage

The file storage allows saving and effectively organising of personal files as well as documents of the institution, group or class.



Messages

Users can post messages for other members of the institution, group or class.



Notes

This feature allows creating and managing of personal notes.



Calendar

The personal calendar allows to record appointments and to overview all appointments from the institution, from groups and classes. Calendars are also available in the institution, in groups and classes.



Tasks

This feature allows to create and to overview personal tasks as well as tasks of the whole institution, the group or class.



Bookmarks

This feature allows to import, export and manage external bookmarks as well as internal bookmarks referring to contents on the WebWeaver® platform. Bookmarks are available in the personal working space as well as in the institution, in groups and classes.



Resources

The resource management makes it easy to administrate the internal resources such as rooms, projectors and much else.



System messages

The system messages inform members for example about uploaded and downloaded files and annotations of proper forum contributions. The notification can be effected online or by means of a quickmessage or an e-mail.



Settings

Settings allow the user to customise the use of the platform (e.g. change password, set the functional range or the visibility in the member lists).

Learning



Courselets

Courselets allow to create interactive learning materials with texts, pictures, videos and audios. They can be made available for completion to individual learners or to the whole learning group. They can be completed in one go or gradually.



Learning log

The learning log is an educational tool used for reflected and self-organized learning. Learners document and reflect their personal learning process in the learning log. They can share it and open it up for comments to other users. Files can be uploaded.



Learning plan

The learning plan is used to create well-organized working plans for the learners. All materials and functions of the platform can be directly linked to it. Teachers can track and review the learning processes of the individual learner.



Progress check

Here the individual member can check for which courses he has been registered and how far he has progressed. Teachers can overview the learning progress of the whole class or a learning group.

Presentation



Blog

Blogs can be edited as personal online diary or as shared blog in a class or learning group. Texts, photos, videos and audios can be combined.



Website

The website generator helps to create websites including interactive exercises without having knowledge of html. Own html documents can be uploaded on the server by means of the website file manager or by FTP.



Photo album

This feature allows to create and to manage photo albums. The Photo album is available in the private area, in the institution, as well as in groups and classes.



Wiki

The Wiki is a thematic collection of articles. All the members of the institution, class or group can work out a collaborative knowledge base.



Profile

The feature allows the member to create personal profiles or profiles of the institution, of groups or classes.